



COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

Benefits Administrator Memo #06-01

To: Benefits Administrators
From: Mary P. Habel, Director
State and Local Health Benefits Programs
CC: All OHB
Date: January 9, 2006
Re: Medicare Questionnaire in Medco Welcome Kit

Updated information provided by Medco suggests that the "Medicare Questionnaire" that is included in the Medco Welcome Kit should be completed by all participants who have the new enhanced Medicare Part D plan offered by the state retiree program (those enrolled in Advantage 65, Option I and Option II but not those who have elected the Medical-Only plans). Please contact those participants who, based on our initial information from Medco, have been told not to complete the form and advise them to do so.

Medco customer service is prepared to assist participants with completing the form. However, I have attached a basic instruction sheet for your use should you wish to assist participants. We are also checking on whether the Health, Allergy and Medication Questionnaire should be completed by all participants. It is our current understanding that this is not required unless a mail service order is submitted, but there has been some suggestion that all participants should complete this form also. We will keep you informed.